



## GRAPHIC DESIGNER

The Dallas Symphony Orchestra is seeking a talented and detail-oriented graphic designer to join our small in-house team. You will help promote our mission of bringing love of live music, community connectivity and musical education to Dallas and beyond through marketing collateral and adhering to our brand standards.

This designer will be primarily responsible for the design and production of our in-house concert program books, creating and utilizing multipage design templates with complex typographical layouts. Additionally, there will be opportunities for concept and design of collateral, marketing materials and special projects as needed. This is an excellent opportunity for a designer interested, or with experience, in creative magazine, catalogue or book design.

### Responsibilities

- Manage program book content updates based on annual layout template.
- Create unique editorial spreads (2-4 per program book) that follow brand guidelines but bring a freshness to each book.
- Take ownership and manage two-week timelines for design, vetting and edits for books.
- Meet or exceed all program book deadlines for 40+ program books per year.
- Create a variety of branded digital and print assets from existing marketing and special event campaign concepts. Projects include, but are not limited to, web banners, display ads, print ads, email graphics, social graphics, postcards, brochures, invitations, video slides, billboards, posters, and signage.
- Complete projects from start to finish independently with a strong understanding of brand color, Pantone / CMYK / RGB output, file preparation, printing processes, quality control and press checks.
- Create and foster collaborative relationships with internal clients and printers.
- Adhere to and enforce brand guidelines when working with in-house clients.
- Manage workflow to meet multiple and overlapping deadlines, prioritize work to keep projects moving forward and finish projects on time.
- Understand the marketing objective and audience when designing projects to ensure optimal engagement.
- Follow organizational guidelines for creative library and files including, but not limited to, file naming conventions, folders, server processes, etc.

### Qualifications

- 3-5 years of relevant design experience with a strong focus on print (80% print /20% digital)
- Bachelor's degree in graphic design or related field preferred.
- A portfolio that demonstrates creative, multi-page print design, a strong command of hierarchical typography, and brand consistency.
- Experience creating branded marketing concepts, print and digital campaign elements following a style guide; previous experience as an in-house designer is a plus.
- Experience in both creative and production design skills (This position is a 50/50 split)
- Proficient Mac user with intermediate to advanced level in Adobe Creative Suite (InDesign, Photoshop and Illustrator); AfterEffects and creation of animated GIFs a plus.

- Technical experience producing multipage templates in InDesign using master pages, type and paragraph styles and detailed hierarchy for headers and text.
- Working knowledge of Microsoft Office (Excel, PowerPoint and Word)
- Self-starter who works efficiently and effectively in a fast-paced environment with shifting priorities.
- Willingness to learn and an ability to receive constructive criticism that you can absorb and apply quickly to any open projects.
- Ability to respond favorably to feedback, including creative differences and multiple revisions.
- Intellectually curiosity to master best practices, stay on top of design trends and current software.
- An interest in helping out with occasional copywriting a plus

The Dallas Symphony provides excellent benefits, free parking and tickets when available. Please submit resume with salary requirements and a link to your online portfolio to [recruiter@dalsym.com](mailto:recruiter@dalsym.com).

COVID vaccination is mandated effective August 1 for all DSO employees.

**The Dallas Symphony Orchestra is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, disability, age, sexual orientation, gender identity, national origin, veteran status, or genetic information. The Dallas Symphony Orchestra is committed to providing access, equal opportunity and reasonable accommodation for individuals with disabilities in employment, its services, programs, and activities. EOE- Equal Opportunity Employer**